



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

### ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

18 May 31, 2011

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Board of Supervisors  
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May 31, 2011

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

### APPROVAL OF COUNTY OF LOS ANGELES POLICY OF EQUITY (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)

#### SUBJECT

Recommendation to approve interim ordinance authority to establish the Countywide Oversight Panel on Equity.

#### JOINT RECOMMENDATION WITH THE EXECUTIVE OFFICE, BOARD OF SUPERVISORS THAT YOUR BOARD:

1. Approve the attached County Policy of Equity that is intended to preserve the dignity and professionalism of the workplace.
2. Approve the introduction of an ordinance which governs the County's Sexual Harassment Policy to be replaced by the County Policy of Equity.

#### PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On December 14, 2010, your Board adopted a Chief Executive Office (CEO) recommendation to create a countywide employment discrimination complaint process modeled after the Sheriff's Equity Oversight Panel (EOP). On January 21, 2011, the CEO issued a memo to your Board that included a plan to implement the Countywide Oversight Panel on Equity (COPE). The implementation plan included numerous activates, including development of policies, guidelines, and procedures. Since that time, COPE has been re-named the County Equity Oversight Panel (CEOP).

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In furtherance of the CEOP process, a new County Policy covering work related unlawful harassment, discrimination, retaliation, and inappropriate conduct toward others based on a protected basis, is required. That new proposed policy is the County Policy of Equity (CPOE). The CPOE mirrors, in large part, the Los Angeles County Sheriff Department's (Sheriff) Policy of Equity, under which the Sheriff has been successfully operating since 2003.

A more comprehensive Board memo will be submitted shortly which explains in greater detail the CEOP implementation status, since the Board's December 14, 2010, action.

Utilization of the CEOP process has proven to be effective in addressing equity related workplace complaints. It is anticipated that a workplace employment policy, like the proposed CPOE, will operate proactively to identify and mitigate inappropriate workplace conduct and will greatly strengthen the County's employment discrimination process. The CPOE also gives the complaining party the opportunity to communicate their concerns and have those concerns resolved. The CPOE is consistent with the County's ongoing efforts to reduce legal exposure and the costs associated with employment litigation.

The proposed CPOE has been developed in consultation with the CEO, County Counsel, the Department of Human Resources, and the Executive Office of the Board of Supervisors.

#### **Implementation of Strategic Plan Goals**

The recommended action is consistent with principles of the countywide Strategic Plan Goal 1: Operational Effectiveness.

#### **FISCAL IMPACT/FINANCING**

Approval of these recommendations will not have a direct fiscal impact.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

All related documents, including the proposed Ordinance change and the proposed County Policy of Equity, are submitted herewith.

Honorable Board of Supervisors  
May 31, 2011  
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**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval and adoption of the CPOE will strengthen and enhance the County's equity complaint process and create an independent oversight panel to provide accountability and transparency.

Respectfully submitted,

  
WILLIAM T. FUJIOKA  
Chief Executive Officer

  
SACHI A. HAMAI  
Executive Officer,  
Board of Supervisors

WTF:SAH  
EFS:GS:cg

**Attachments**

c: Executive Office, Board of Supervisors  
County Counsel  
Human Resources